

**CLARK COUNTY
DEPARTMENT OF BUSINESS LICENSE**

COMPLAINT INFORMATION

PLEASE READ PRIOR TO SUBMITTING A COMPLAINT TO THE DEPARTMENT

The Department of Business License (Department) has the authority to investigate complaints regarding licensed and unlicensed businesses in the unincorporated area of Clark County. This authority generally relates to a determination of whether a business has a Clark County business license and whether that license is the proper license for the business activities being conducted.

The Department has **no jurisdiction** to investigate alleged criminal activities, the general business practices of a business, quality of workmanship, pricing of goods and services, monies owed, hours of business operation, and/or of the availability of a business operator to respond to complaints. In order to assist you in resolving these types of complaints, we have provided links to other agencies below:

Better Business Bureau of Southern Nevada	http://www.vegasbbb.org/
Las Vegas Metropolitan Police Department	http://www.lvmpd.com/
State of Nevada Agencies & Departments:	
Attorney General, Bureau of Consumer Protection	http://ag.state.nv.us/divisions/bcp.htm
Contractor's Board	http://nscb.state.nv.us/
Department of Business & Industry:	
Athletic Commission	http://boxing.nv.gov/
Consumer Affairs	http://www.fyiconsumer.org/
Dairy Commission	http://dairy.state.nv.us/
Financial Institutions	http://fid.state.nv.us/
Industrial Relations	http://dirweb.state.nv.us/
Insurance Division	http://doi.state.nv.us/
Labor Commissioner	http://www.laborcommissioner.com/
Real Estate Division	http://www.red.state.nv.us/
Taxicab Authority	http://taxi.state.nv.us/
Transportation Services Authority	http://www.tsa.nv.gov/
Department of Motor Vehicles	http://www.dmvnv.com/index.htm
Department of Taxation	http://tax.state.nv.us/
Secretary of State	http://sos.state.nv.us/
United States Citizenship and Immigration Services	http://uscis.gov/graphics/index.htm

If your complaint is in regard to a business located in any of the **incorporated cities within Clark County**, you may reach their business licensing departments through the links listed below:

Boulder City	http://www.bcnv.org/
Henderson	http://www.cityofhenderson.com/index.php
Las Vegas	http://www3.ci.las-vegas.nv.us/Bus-license/
Mesquite	http://www.mesquitenv.com/
North Las Vegas	http://www.cityofnorthlasvegas.com/
State of Nevada	http://defs.state.nv.us

If your complaint is in regard to a **Clark County zoning issue**, you may contact the Department of Comprehensive Planning at http://www.co.clark.nv.us/development_services/

See <http://www.accessclarkcounty.com> for a listing of all Clark County Department websites.

If your complaint is in regard to a **licensing issue in the unincorporated area of Clark County**, please print out the Complaint Input Form below and submit it to our Department at the address below.

**Department of Business License****JACQUELINE R. HOLLOWAY**

DIRECTOR

500 S Grand Central Parkway

PO Box 551810

Las Vegas, NV 89155-1810

Fax: (702) 386-2168

BUSINESS LICENSE COMPLAINT FORM**COMPLAINANT INFORMATION**

To assist our office in processing your complaint, please complete this form in as much detail as possible and mail or deliver the completed form to the above address, **ATTN: COMPLAINTS**.

PLEASE BE SURE TO:

1. Type or print the form legibly in black ink,
2. Fill out a separate form for each complaint,
3. Mail or deliver the completed form to the above address, **ATTN: COMPLAINTS**, and
4. Attach copies of any relevant documents that may assist our department in the investigation of your complaint.

The Department considers all complaint information confidential. However in order to effectively complete our investigation and contact you regarding your complaint, please provide sufficient contact information.

First and Last Name:**Mailing Address:****City, State, Zip code:****Home phone number:****Cell phone number:****Other number:****YOUR COMPLAINT IS AGAINST****Business Name:****Business Address:****City, State, Zip code:****Business Vehicle
Information,
if applicable****Year:****Make:****Model:****Color:****License State:****License
Number:****Other:****Child Care
Information,
if applicable****Time:****Facility #:****Room #:****Director
Notified?****Code/Regulation
Reference:****License
Number:****Other:****YOUR COMPLAINT IS ABOUT**

Describe: Enter information regarding your complaint, be sure to include all of the relevant facts, including the "what, when, where and how." List each event in the order in which it occurred, include the date of occurrence. Indicate any actions that you have taken to resolve the issue. *Attach additional sheets if necessary.*

Date:**Printed name:****Written signature:**